

V. AVIATION MAINTENANCE

2. Aviation Ground Support Equipment (AGSE)

a. Standing Operating Procedures (SOP)

Are Standing Operating Procedures established and maintained for current operations? (*AR 750-1, para 3-6b and AR 385-95, para 3-3*) **P / F / NA**

b. Modern Army Recordkeeping System (MARKS)

- (1) Is the Modern Army Recordkeeping System (MARKS) used? (*AR 25-400-2, para 1-6a*) **P / F / NA**
- (2) Is the information on the file label accurate? (*AR 25-400-2, para 6-2*) **P / F / NA**
- (3) Does the Information Manager approve the files? (*AR 25-400-2, para 5-13*) **P / F / NA**

c. Publications Maintenance / Shop Library

(1) Does each shop maintain a complete, up-to-date set of technical publications for all supported equipment? (*FM 3-04.500, para 8-16*) **P / F / NA**

(2) Are publications filed Alpha Numerically? (*FM 3-04.500, para 8-113 and DA Pam 25-40, para E-13*) **P / F / NA**

(3) Are changes to publications posted correctly? (*DA Pam 25-40, Appendix E*) **P / F / NA**

(4) Does the shop have a technical data familiarization chart or computer printout to ensure maintenance personnel are familiar with publications relevant to their duties? (*FM 3-04.500, para 8-18*) **P / F / NA**

(5) Are technical inspectors checking the charts or printouts during publication review to ensure the following: (*FM 3-04.500, para 8-18*) **P / F / NA**

- (a) All publications used by the shop are listed?
- (b) All shop personnel are listed?
- (c) All personnel initialed to indicate their understanding of the publications?
- (d) All changes are posted according to DA Pam 25-40?

(6) Have technical inspectors checked the shop library quarterly to ensure the following: (*FM 3-04.500, para 8-111*) **P / F / NA**

- (a) Libraries are located conveniently to users?
- (b) Required manuals are on hand or on order?

- (c) No unnecessary publications are on hand?
- (d) Changes are properly posted and indexes reflect the status of publications on hand?
- (e) No superseded or rescinded manuals are used?
- (f) Classified publications are stored according to AR 380-5?

d. Forms and Records

- (1) Are all required maintenance records on-hand? *(DA Pam 738-750, para 3-3)* **P / F / NA**
- (2) Does all ground support equipment that requires unit personnel to perform PMCS or Periodic Services have a properly filled out DD Form 314? *(DA Pam 738-750, para 3-3)* **P / F / NA**
- (3) Are daily inspections of lifting devices being recorded on locally produced forms? *(TB 43-0142, para 4b(2) NOTE)* **P / F / NA**
- (4) Are periodic inspections and required tests scheduled on DD Forms 314? *(TB 43-0142, para 6e)* **P / F / NA**
- (5) Does the unit have the manufacturer, repair, or DS/GS maintenance activities' written certification of load testing for all ground support equipment classified as a lifting device? *(TB 43-0142, para 4a(1))* **P / F / NA**

e. Ground Support Equipment

- (1) Is ground support equipment spot painted when needed? *(TM 1-1500-204-23-9, para 9-3a(2) & (3))* **P / F / NA**
- (2) Is non-tactical ground support equipment reflectorized? *(TM 1-1500-204-23-9, para 9-4)* **P / F / NA**
- (3) Is ground support equipment legibly stenciled/marked with required safety and operational markings? *(TM 1-1500-204-23-9, para 9-5)* **P / F / NA**

f. Lifting Devices

- (1) Are shop floor cranes, hoist beams, jack stands, and jacks stenciled with the load rating and date of next periodic inspection? *(TB 43-0142, para 6f(1))* **P / F / NA**
- (2) Are the load rating and date of the next periodic inspection stenciled on crane booms? *(TB 43-0142, para 6f(1))* **P / F / NA**
- (3) Do hoists, chains, slings, and hooks have appropriate markings attached? *(TB 43-0142, para 6f(2))* **P / F / NA**
- (4) Are forklifts stenciled on the side of the mast to the operators left with load rating and date of next periodic inspection? *(TB 43-0142, para 6f(4))* **P / F / NA**
- (5) Are qualified personnel load testing lifting devices? *(TB 43-0142, para 6a)* **P / F / NA**

g. Aviation Ground Power Unit (AGPU)

(1) Are Aviation Ground Power Unit (AGPU) operators properly licensed on an OF 346 or automated form for units using Unit Level Logistics System (ULLS)? (*AR 600-55, para 4-1 and para 7-1*) **P / F / NA**

(2) Do soldiers perform regularly scheduled maintenance on the AGPU? (*TM 55-1730-229-12, Table 3-2*) **P / F / NA**

(3) Does the unit maintain the proper forms and records on the AGPU? (*GEN-MIM-01-007 or DA Pam, para 3-3*) **P / F / NA**

REFERENCES:

AR 25-400-2	18 Mar 03
AR 385-95	10 Dec 99
AR 600-55	31 Dec 93
AR 750-1	18 Aug 03
DA Pam 25-40	30 Apr 02
DA Pam 738-750	1 Aug 94
FM 3-04.500	26 Sep 00
TM 1-1500-204-23-9	15 Mar 01, Chg 4
TM 55-1730-229-12	22 Nov 02, Chg 8
TB 43-0142	28 Feb 97
GEN-MIM 01-007	24 Sep 01